

736 48th Street
Brooklyn, New York 11220
(718) 435-8137
(718) 437-7505 FAX

FCC
Office of the Secretary
445 12th Street SW
Washington, DC 20534

CC Docket No. 02-6

LETTER OF APPEAL

Applicant's Form Identifier: SAS471B03
FORM 471 APPLICATION NUMBER: 352661
Billed Entry #: 11916

Francesca Portera, Principal
St Agatha School
736 48th Street
Brooklyn, NY 11220
w- 718-435-3137
h- 718-339-6397
Fax 718-437-7505

June 11, 2003

To Whom It May Concern:

This letter is an appeal for the rejection letter for funding year 2003 Form 471 that was postmarked for February 4, 2003 through priority mail but entered my school on February 6, 2003. My instructions for reconsideration was to have this resubmitted no later than February 6th. This task was impossible. I am a brand new principal and have never experienced this process before.

Unfortunately such an item as a signature was overlooked on my part. Block 6 item 34, I do apologize. It is very difficult coming into a new position and trying to learn the E-rate process with little direction what so ever. Your notes on web-sites help but it is still very difficult to keep up. My predecessor left no direction whatsoever. I ask for your consideration in rectifying this dilemma of mine.

We request a waiver for deadline for Form 471 which I now know I am able to file. All forms were completed and electronically submitted excluding the signature page. Such page has been submitted with such correction. I assure you in the future this will not be an issue. I have tried very hard to complete all tasks required and meet all deadlines necessary to keep my program running smoothly and efficiently. The Schools and Libraries Division is an integral part of our technology program here at St. Agatha School; without your support we could not provide such supplemental materials to our children from the Internet etc. Thank you in advance for your understanding and patience.

Sincerely,

Ms. Francesca Portera

Ms. Francesca Portera
Principal

No. of Copies rec'd
LINK ASBODE

041

RECEIVED & INSPECTED
JUN 10 2003
FCC - MAILROOM

DOCKET FILE COPY ORIGINAL

Schools and Libraries Division
Box 125---Correspondence Unit
80 South Jefferson Road
Whippany, New Jersey 07981

LETTER OF APPEAL

Applicant's Form Identifier: SAS471B03
FORM 471 APPLICATION NUMBER: 352661
Billed Entity #- 11916

Francesca Portera, Principal
St Agatha School
736 48th Street
Brooklyn, NY 11220
718-435-3137
Fax 718-437-7505

February 13, 2003

To Whom It May Concern:

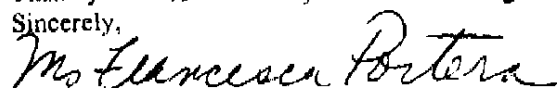
This letter is an appeal for your rejection letter for funding year 2003 form 471 and that was postmarked for February 4, 2003 through priority mail but entered my school on February 6, 2003. My instructions for reconsideration was to have this resubmitted no later than February 6th. This task was impossible. I am a brand new principal and have never experienced this process before.

Unfortunately such an item as a signature was overlooked on my part. Block 6 Item 34, I do apologize. It is very difficult coming into a new position and trying to learn the E-rate process with little direction what so ever. Your notes on web-sites help but it is still very difficult to keep up. My predecessor left no direction whatsoever. I ask for your consideration in rectifying this dilemma of mine.

I assure you in the future this will not be an issue. I have tried very hard to complete all tasks required and meet all deadlines necessary to keep my program running smoothly and efficiently. The Schools and Libraries Division is an integral part of our technology program here at St. Agatha School; without your support we could not provide such supplemental materials to our children from the internet etc.

Thank you in advance for your understanding and patience.

Sincerely,



Ms. Francesca Portera
Principal